



DEPARTMENT OF THE NAVY

OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20350-1000

SECNAVINST 11101.73A
NAVCOMPT: NCB-1
27 October 1989

SECNAV INSTRUCTION 11101.73A

From: Secretary of the Navy

Subj: APPROVAL AUTHORITY FOR MAINTENANCE AND REPAIR OF FLAG AND GENERAL OFFICERS' QUARTERS

Ref: (a) Senate Appropriations Committee Memorandum for ASD(C) of 23 March 87 (NOTAL)
(b) FY 1989 Military Construction Appropriations Conference Report (A)
(c) NAVCOMPTINST 7102.2A (A)
(d) OPNAVINST 11101.19C
(e) NAVCOMPT Manual, Volume 3, Chapter 7, Part E
(f) House of Representatives Report (HR100-209)

1. Purpose. To reissue guidance concerning approval authority for maintenance, repair and restoration of public quarters assigned to flag and general officers.

2. Cancellation. SECNAVINST 11101.73. (A)

3. Definitions. For the purpose of this instruction the following definitions apply:

a. Maintenance. The periodic or scheduled work required to preserve real property facilities in such condition that they may be effectively utilized for their designated purpose.

b. Repair. The reconditioning of real property facilities to such condition that they may be effectively utilized for their designated purpose, by replacement of constituent parts or material which have deteriorated by action of the elements or use (wear and tear).

c. Restoration. The renovation or replacement of facilities that have been damaged or destroyed by forces such as fire or acts of nature in such a manner that they are returned or substantially returned to their original state.

d. High-Cost Maintenance and Repair Project. The proposed annual expenditure on any flag or general officers' quarters for maintenance and repair which exceeds \$25,000.

e. Out-of-Cycle Submission. The submission of flag and general officers' quarters budgets to Congress at any time other than as a part of the annual budget justification material. (A)

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4. Discussion. Public quarters assigned to flag and general officers are historically the highest cost family housing units in the Department of the Navy inventory. They are also the most highly scrutinized at all levels of review. Since the replacement criteria for these quarters are restrictive, it is essential that all levels of responsibility exert the utmost care in repairing and maintaining them. However, expenditures incurred in the upkeep of these units must be valid, and represent the least-cost, most effective approach for repair and maintenance. To this end, a critical review and validation of all high-cost maintenance and repair budgets must be performed.

5. Policy

a. By reference (a), the Senate Appropriations Committee directed that maintenance and repair budgets for flag and general officers' quarters which exceed \$25,000 in a fiscal year, must have a letter of approval signed by the appropriate secretary of the military department stating that the requirements are valid, have received critical review by the Secretary, and represent the least-cost, most effective approach for maintenance and repair. Approval

R) authority for these budgets is hereby retained by the Secretary of the Navy.

A) b. By reference (b), Congress directed that each military department limit its out-of-cycle notification submissions for maintenance and repair of flag and general officers' quarters to one per year, except for those situations which are emergency or safety related. The target date for this submission to the Office of the Navy Comptroller (NAVCOMPT) for subsequent forwarding to the appropriate Congressional committees is 25 April of each year. NAVCOMPT will perform the critical review and recommend budget approval or disapproval to the Secretary.

6. Guidelines. In order for the critical review to be performed, each high-cost maintenance and repair budget shall be submitted to NAVCOMPT. For those budgets with projected costs which exceed \$50,000, a maintenance and repair study is required. As a minimum, this study should contain the findings and recommendations for renovation, cost estimate, a long-term analysis supporting retention, inspection engineer's report, and any visual aids which

R) will support the need for renovation. Specific instructions and formats for the submission of maintenance and repair budgets and out-of-cycle notification submissions are contained in reference (c). These guidelines are provided in addition to those issued in references (d) through (f).

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7. Action. The Chief of Naval Operations and Commandant of the Marine Corps shall issue further implementing instructions as may be required.

8. Report. The reporting requirement contained in paragraph 6 is exempt from reports control by SECNAVINST 5214.2B.



H. Lawrence Garrett, III
Secretary of the Navy

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